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January 3, 2013

TO: Each Supervisor

FROM: Jonathan E. Fielding, M.D., M.P.H. *JE Fielding and*  
Director and Health Officer

SUBJECT: **NOTIFICATION OF INTENT TO ENTER INTO SOLE SOURCE AGREEMENT  
WITH Abt SRBI, Inc. FOR EMERGENCY PREPAREDNESS AND RESPONSE  
SERVICES**

This is to advise you that the Department of Public Health (DPH) intends to enter into a sole source agreement with Abt SRBI, Inc. in the amount of \$480,000, effective upon execution by both parties through August 9, 2013. Under this agreement, Abt SRBI, Inc. will use their proprietary methods to conduct 4,800 surveys among sixteen communities in Los Angeles County to evaluate the effectiveness of the community disaster resilience programs developed and administered by DPH's Emergency Preparedness and Response Program.

This sole source agreement will be funded by the Centers for Disease Control and Prevention (CDC) Public Health Emergency Preparedness funding. Abt SRBI, Inc. has been selected due to its experience and expertise in conducting complex, community surveys in urban areas, including Los Angeles County, using its proprietary survey management system that incorporates a unique ability to survey area cell phone users. This unique system will be instrumental in facilitating an evaluation of the program's effectiveness.

**Background**

Beginning in 2010, the CDC awarded funds to DPH to implement a first-in-the-nation multi-year project to improve community resilience among vulnerable populations. From these funds, DPH developed the Los Angeles County Community Disaster Resilience (LACCDR) Pilot Project. This Project is aligned with Objective One in the National Health Security Strategy, informing and empowering community members, and CDC Capabilities 1 and 2: Community Preparedness and Community Recovery. The purpose of the Project is to promote resilience among communities within the County by applying best practices in the field and enhancing existing community networks for training and message delivery to improve preparedness and response.

### **Justification of the Sole Source Contract**

DPH recommends contracting with Abt SRBI, Inc. to perform a complex and large-scale survey in order to evaluate the effectiveness of community disaster resilience programs. Abt SRBI, Inc. is the only company in Los Angeles County that has extensive experience in conducting and managing complex, scientifically rigorous surveys and has the ability to include cell phones in addition to land lines in the sample. They have the capacity to administer the surveys to 4,800 participants in the identified communities for the survey, which is critical in determining the program impact. Abt SRBI uses the Address-Based Sample (ABS) survey design and a proprietary survey management system, which is designed to facilitate the process of identifying, recruiting and surveying representative adult participants. Using this system will significantly reduce the potential bias of the survey.

Additionally, Abt SRBI, Inc. has a team of survey methodologists, statisticians, interviewers and staff with public health and program evaluation expertise. The team tasked with providing survey support for the community resiliency program has experience and state-of-the-art knowledge of the ABS sampling method.

### **Next Steps**

To allow time for your review and comments, we will not begin negotiations with Abt SRBI, Inc. until ten business days from the date of this memorandum. In the meantime, if you have any questions or would like additional information, please let me know.

JEF: ar

c: Chief Executive Officer  
County Counsel  
Executive Officer, Board of Supervisors